

Movie Outline 2.0

User's Guide



Planning Your Screenplay Has Never Been Easier...

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Movie Outline 2.0

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1 Introduction

Planning Your Screenplay Has Never Been Easier

Movie Outline 2.0 is an innovative Screenplay Outlining Application for both the Amateur and Professional Screenwriter, allowing for simple cinematic planning from scene to scene with flexible reorganization of scene order and simultaneous reference to successful movies of all genres.

By streamlining the creation process of each scene and the outline structure as a whole, Movie Outline gives the Screenwriter the space to think and view the full outline of their story while simultaneously working on individual scenes.

The unique [Reference Outline](#) facility gives the Screenwriter the added advantage of assessing their own story pacing in comparison to successful movies in the same genre and can be used in conjunction with [PowerView](#) which enables the Screenwriter to view their outline with a color-coded customizable key identifying both user and reference story structure.

Should you have any questions about this product please do not hesitate to contact us at support@movieoutline.com.

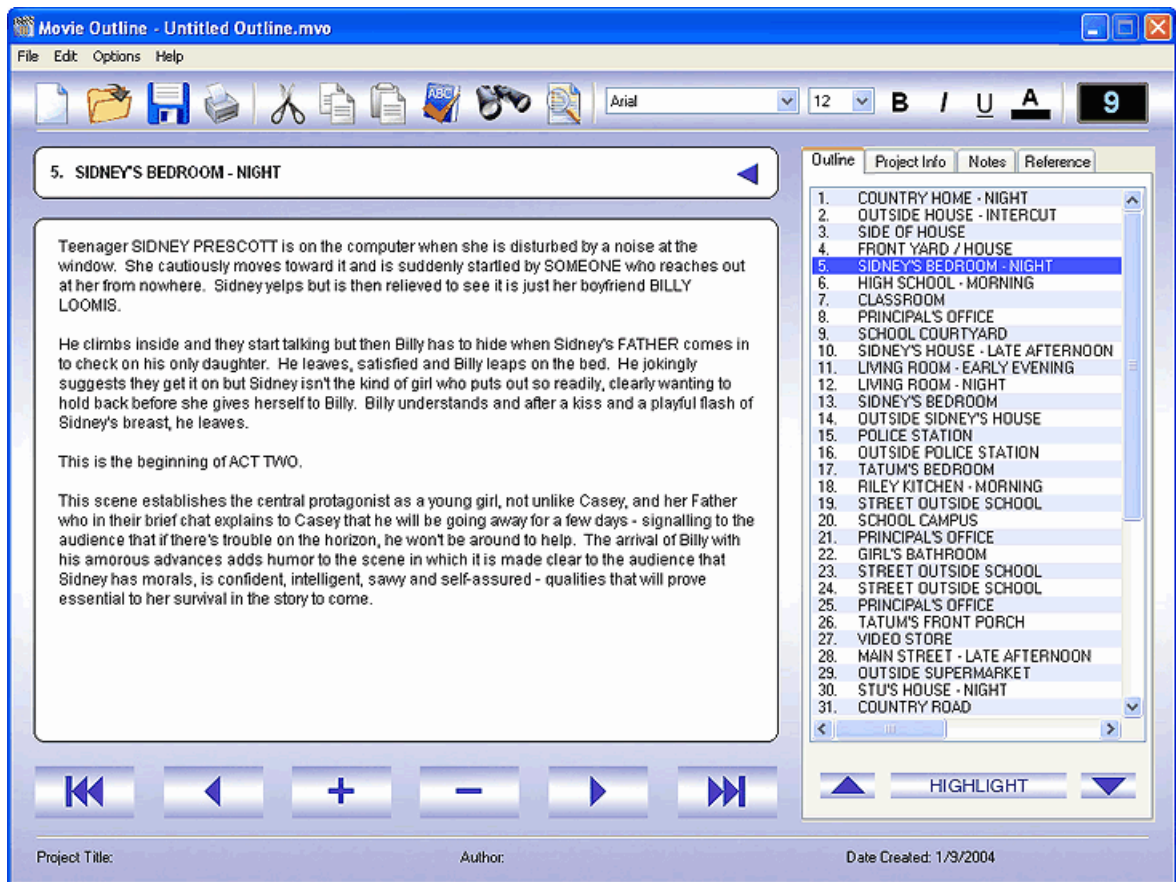
Remember to check back to our [website](#) frequently for new Reference Outline Plugins or check directly via the Help Menu.

We hope you enjoy working with Movie Outline and go on to write many successful screenplays!

2 Getting Started

Creating Your First Scene

The Movie Outline window is composed of two main text fields. The first is the **Title Field**, the second is the **Scene Field**.



First you need to enter the Title for your scene. The format for this is entirely up to you since you decide whether or not the final outline document you produce is for your eyes only or for distribution to others. For example, the Title for your first scene could be:

EXT. MOVIE THEATER - DAY

This format is the same as the standard screenplay format for sluglines. EXT means Exterior (the location is outside), MOVIE THEATER is the LOCATION, and DAY is the time of day that the scene will take place.

Similarly, you could use INT. for Interior, NIGHT or DUSK etc.

On the other hand, you may not wish to write the Title in such a rigid format so instead you could just enter:

Movie Theater

You may also not wish to write a full detailed Outline but instead a "Step-Outline" which means you can write a brief description of your scene in the Title Field. For example:

Movie Theater - Jake sneaks out the house and meets Mary for a date.

When printing, you also have the option of printing the entire outline or just the Title Fields - which will facilitate this particular method.

Writing Your Scene

Now you have entered your Title, either click ENTER or place the Mouse Pointer on the larger text field which will be the canvas for your main scene text. You will notice that after entering this field your Scene Title appears in the [Outline Panel](#) to the right of the window.

We will deal with your Outline List later but suffice to say, each scene you create is entered into this list so you can see exactly where you are at all times. Now, all you have to do is write the Scene!

Unfortunately, we cannot help you with getting ideas - that's up to you - but we can provide you with an easy way to manage them through [StoryTasks](#) and by viewing a reference guide in the form of [Reference Plugins](#) which are essentially interpretations of successful movie stories that appear in the [Outline Panel](#) in the same area of the window as your own Outline List by selecting the "Reference Tab" from the menu above your Outline.

Again, we will deal with all this later.. but just so you know!

Moving on to the Next Scene

To move on to Scene 2, simply click the + control on the [Console](#) below the Scene Field.



This will store the Title and Scene Data, clear both text fields and allow you to start all over again. See, it's a real whiz, isn't it?! Now all you have to do is get those creative juices flowing, grab a coffee and get cracking!

GOOD LUCK!

3 Toolbar

Icons and their Functions



New Document

Click to start a new Outline from scratch.



Save Outline

Click to save the current Outline. Movie Outline Files have the filename extension (.mvo).



Print Outline

Click to open the [Print Options](#) dialog and print your Outline.



Cut

Click to cut selected text and copy to the clipboard.



Copy

Click to copy selected text to the clipboard.



Paste

Click to paste text from the clipboard into the currently active text field.



Spell Check

Click to open the Spell Check dialog and check the spelling in your Outline.



Find & Replace

Click to search for text and/or Replace text.



PowerView

Click to view your Outline in the [PowerView](#) window.

Text Style Menus and Buttons

To the right of the toolbar you can select a Font Style and Font Size from the drop down menus which will apply to the entire outline.



You can also select Bold Text, Italic Text, Underline and change the Color of selected text, or the next text about to be written. This does not apply to your entire Outline however in your [Preferences Window](#) you may choose to apply some of these styles to all of your Title Fields during [Printing](#) and [Export](#).

Scene Count Display

To the right of your style options is the Scene Count Display. This displays the current scene number you are working on.

4 Console

Controls and their Functions



Fast Rewind

Click to go back to the first scene in your Outline.



Back

Click to go back to the previous scene in your Outline.



Add

Click to add/insert a new scene in your Outline.



Minus

Click to delete the current scene from your Outline.



Forward

Click to go forward to the next scene in your Outline.



Fast Forward

Click to go to the last scene in your Outline.

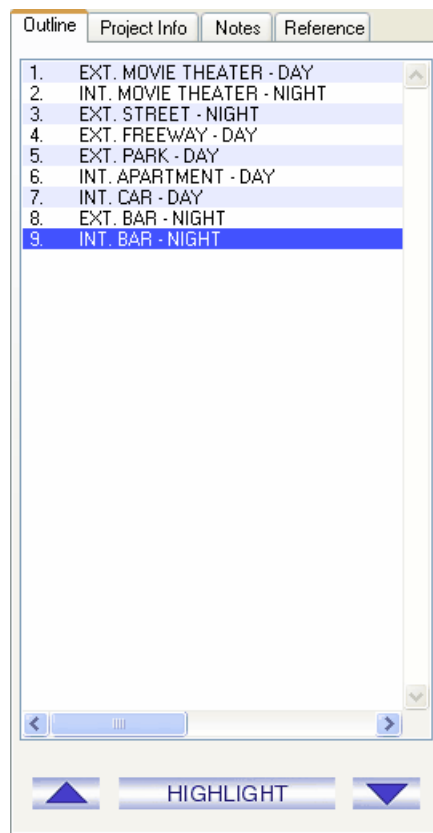
5 Outline Panel

Managing Your Outline and its Controls

Your Outline List (to the right of the Title and Scene Fields) is one of Movie Outline's key features. It allows the Screenwriter to clearly see an overview of their entire story while simultaneously working on individual scenes.

Each time you add a scene to your project, the Scene Title appears in this list and redisplay the scene in the two text fields each time you either click on a Title Row or navigate your way through the outline using the [Console](#).

Use the Scroll bar to display the later scenes in your outline that may initially be obscured.



Binding with Reference Outline

Your own Outline is always linked with the currently loaded Reference Outline which is displayed in the [Reference Outline Panel](#).

By moving up and down (using the Console, by clicking on Title Rows with the Mouse or by using Shortcut Keys), you will automatically be changing the currently selected scene in the Reference Outline. Similarly, by navigating up and down your Reference Outline, you will automatically change the selected scene in your own Outline accordingly.

This enables you to view scenes in the Reference Outline that correspond to the same point in your own story to compare both structure, pacing and story development with the Pros! You can also **right-click** the Scene Title in our own Outline listbox to open a popup window displaying details of the corresponding **Reference Scene**.

Controls and their Functions

There are three controls at the base of the Outline Panel:



Shift Up

Click to move the currently selected scene up one in the list.



Shift Down

Click to move the currently selected scene down one in the list.

The shift up and down controls come in very handy when reorganizing the structure of your story. It enables you to reposition scenes wherever you want without the need of cutting, copying and pasting each time.

It also gives you the flexibility to try out various different structures and then return scenes to their original position should your rearrangement prove to be ineffective.

Highlight Scene

Click to highlight/de-highlight the currently selected Title Row in your outline.

HIGHLIGHT

The Highlight feature is also very useful when you wish to mark a specific scene for editing purposes or to denote the end of an act or important plot point.

An example would be when writing a scene that just doesn't seem to work and you wish to come back to it later. Or if you wish to highlight each scene that denotes a particular turning point in your story. Or you can even highlight action scenes, romantic scenes or scenes in which you would like to add subplot at a later time.

Shortcut Keys

Alt + Left Arrow

Use this key combination to go back to the previous scene in your outline.

Alt + Right Arrow

Use this key combination to go forward to the next scene in your outline.

Alt + Up Arrow

Use this key combination to go up to the first scene in your outline.

Alt + Down Arrow

Use this key combination to go down to the last scene in your outline.

F10

Use this Function key to highlight/de-highlight the current scene/Title Row in the list.

6 Reference Panel

Reference Outline Feature

Different genres of movies require different amounts of scenes. Dramas are typically around 35-40 scenes because they usually have longer scenes than Thrillers, Comedies and Action and Adventure movies which are normally around 45 scenes with more action and less dialogue.

To help plan out your project, Movie Outline allows you to simultaneously refer to produced feature film outlines and gauge the progress of your own story in contrast to some of the most successful Hollywood movies.

So if you get stuck on scene 15 and wonder if your structure is working, simply select your movie Reference Outline and see what happens at the same time in this example. For instance, has your antagonist entered the story too late? Or perhaps your Hero has still not had his call to adventure?

By comparing your own character arcs, escalating conflicts, plot points and three act structure with the pros, you will be able to amend mistakes in your own pacing and successfully produce a well-structured screen story!

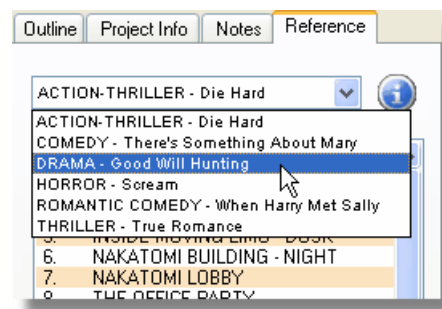
Viewing Reference Outlines and using Panel Controls

By clicking the **Reference Tab** (on the panel to the right of the Title and Scene Fields) displays the currently loaded Reference Outline Plugin scene list - assuming you have plugins available in your Application Reference Folder. Reference Plugins have the filename extension (.mvr).

Loading New Reference Outline Plugins

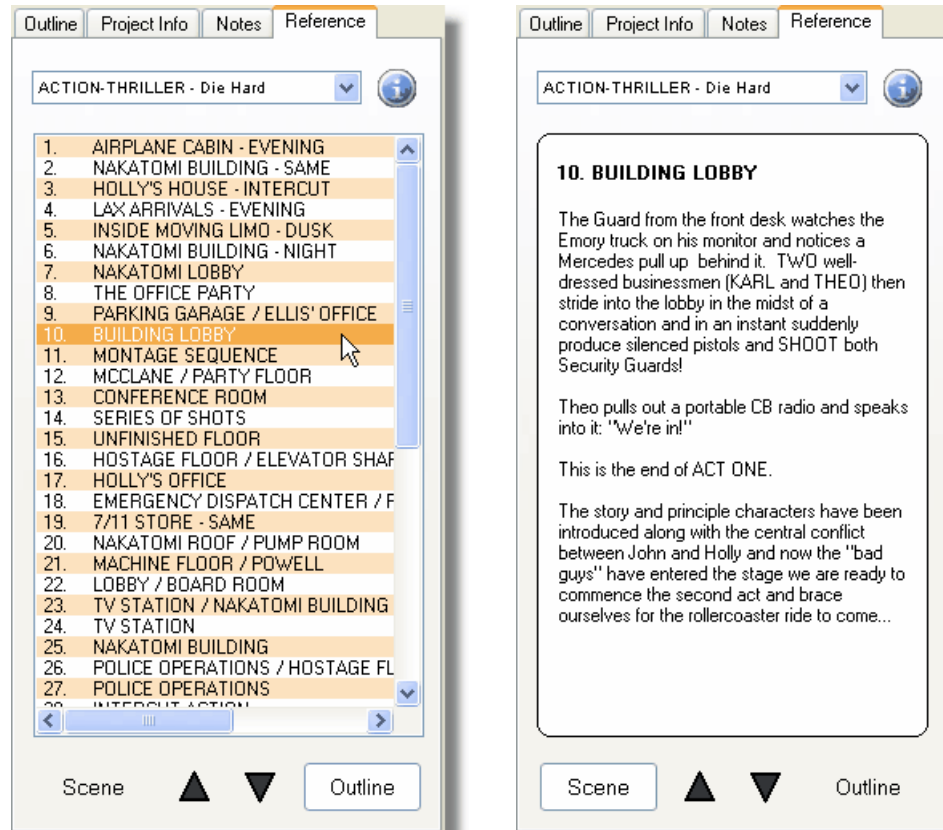
Movie Outline is pre-installed with six Reference Outline Plugins covering six different movie genres. To load a new Reference Outline simply select the drop-down menu above the Reference Outline List and the new outline will be loaded.

However, only one Reference Outline is available in the [Demo](#) mode.

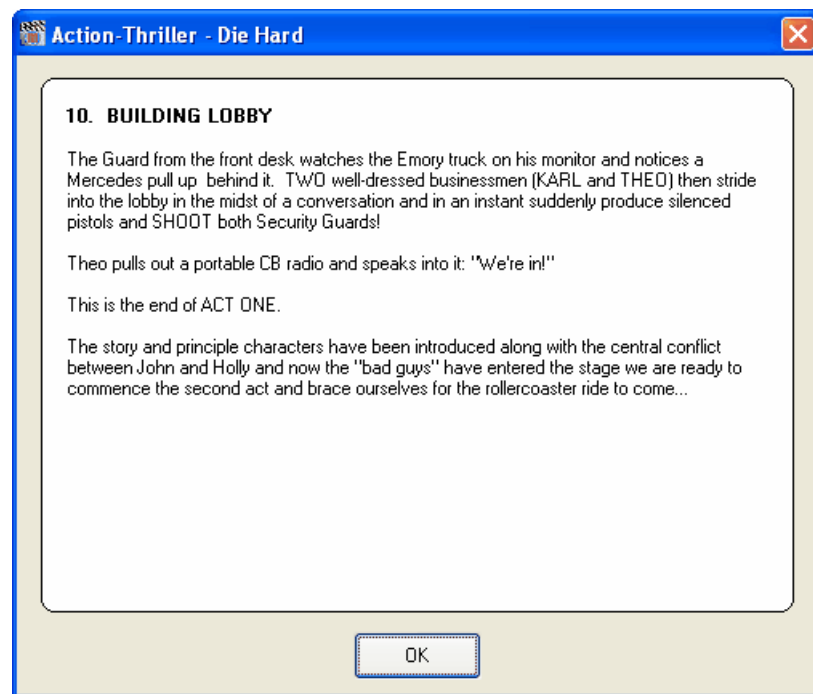


The Reference Outline works essentially in the same way as your own Outline, although you cannot edit the scenes, only view them here on in the [PowerView](#) window. You can use the main [Console](#) to navigate your way through the Reference Outline but only to the point that corresponds to your own Outline.

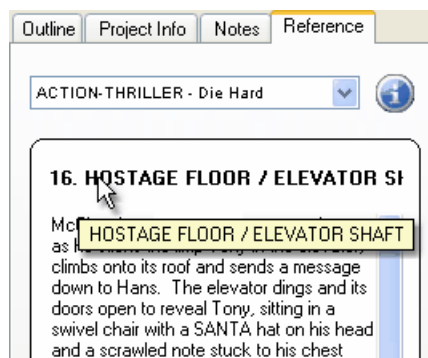
This means, if you have only written five scenes, clicking the [Fast Forward](#) control will take you to scene five on BOTH Outlines. In order to move beyond that point you need to use the independent Reference Panel controls.



To view the currently selected scene in detail either click the **Scene Button** or **right-click** the Scene Title in the listbox to open a popup window which will display the corresponding scene information. You can also **right-click** the Scene Title in our own Outline listbox to open the same window.



If the Title of the Reference Outline is too long to fit on the scene panel and appears to be cut off, simply place your mouse over the Title and the full text will be displayed in the help tag.



Reference Panel Controls



Up Arrow

Click to move up the scene list - to the previous scene in the Reference Outline.

Down arrow

Click to move down the scene list - to the next scene in the Reference Outline.

Scene Button

Click to display the Scene Detail Page.

Outline Button

Click to display the Outline Page.



If you navigate your way through the Reference Outline List and the Reference Outline is longer than your own, your own Outline will remain on the last scene and the Scene Count Display will show that same scene number.

If you wish to purchase more plugins you can do so by visiting
<http://www.movieoutline.com/plugins.html>.

These files can be download and then saved into this Application's Reference folder. Then the next time you load Movie Outline the new plugins will be listed in the drop-down menu.

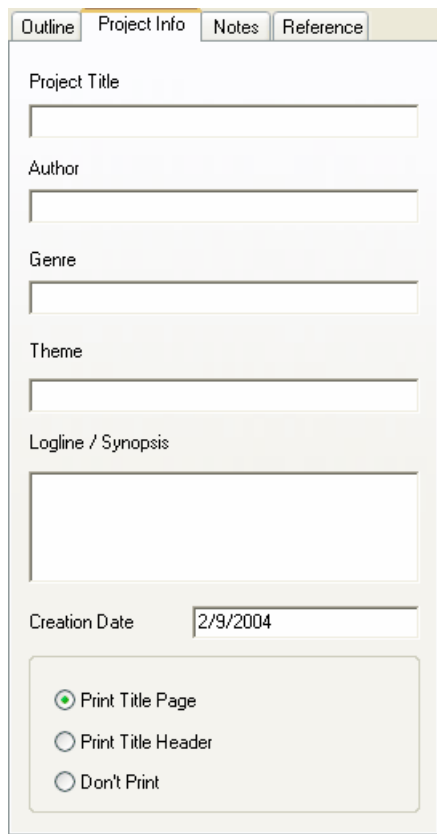
We are constantly updating our catalog of Reference plugins and welcome your feedback. If you wish to suggest or request new Plugins then please visit
<http://www.movieoutline.com/support.html> where you can fill in the online form with your suggestion/request.

If possible, give us a reason why you feel this particular movie would be good for Screenwriters to reference so we can make an informed decision as to whether or not we include your suggestion in a future Plugin release.

7 Project Info Panel

Saving Project Details for Printing & Export

The information you supply on this panel is for your own reference as well as for [Printing](#) and [Exporting](#).

The screenshot shows a software window titled 'Project Info Panel' with four tabs: 'Outline', 'Project Info', 'Notes', and 'Reference'. The 'Project Info' tab is active. It contains several input fields: 'Project Title', 'Author', 'Genre', 'Theme', and 'Logline / Synopsis'. Below these is a 'Creation Date' field with the date '2/9/2004' entered. At the bottom, there are three radio buttons: 'Print Title Page' (which is selected), 'Print Title Header', and 'Don't Print'.

Project Title

Enter the Title of your Outline

Author

Enter the Author(s) name.

Genre

Enter the genre of your Outline (if any) i.e. Horror, Thriller, Action-Movie etc.

Theme

Enter a brief explanation of your Outlines principle theme or thematic subplot.

Logline / Synopsis

Enter a brief synopsis of your story or a pitch, i.e.

Two cops go head to head over a beautiful female thief.

Creation Date

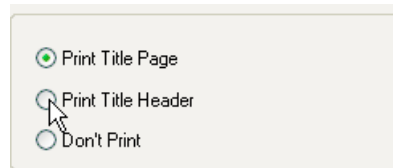
Enter the Date of Creation or modification. Upon opening a new outline the current date is automatically entered into this field.



The Project Title, Author and Creation date is always displayed in the Application Status Bar. If you do not wish some of this information to be included in printing and export then simply leave those fields empty.

Printing / Export Options

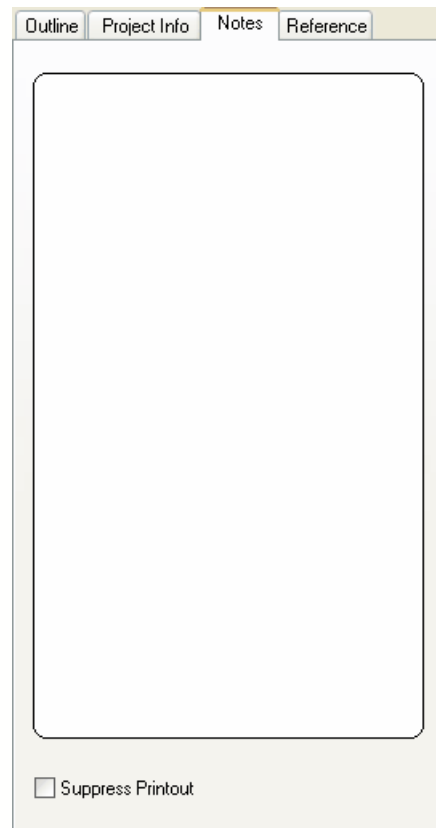
Below the Project Info input fields you will see a choice of three radio boxes. Here you can decide whether or not to [print/export](#) a Title Page or Title Header (including this Project Information) when you print the rest of your outline.



Notes Panel

Here you can write notes to your project as you go along and also copy and paste scenes or portions of scenes into this text field.

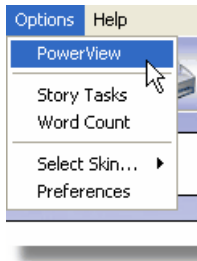
You also have the option of printing or not printing these notes when you print the rest of your Outline. By default, the Suppress Printout checkbox is off.



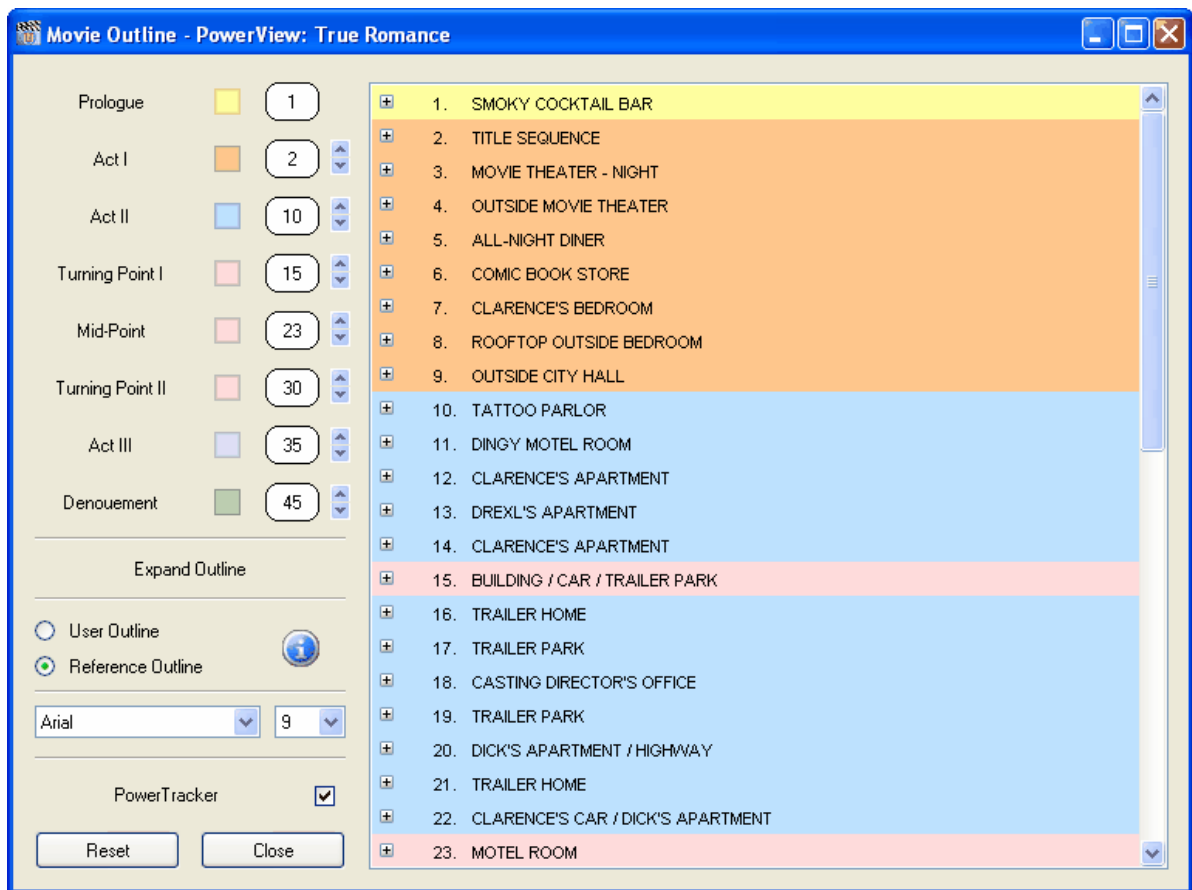
8 PowerView

Color-coding Your Three Act Structure

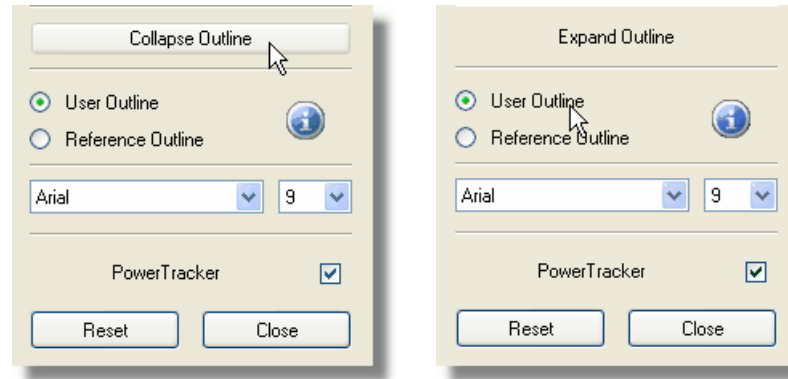
PowerView enables the Screenwriter to view the structure of their story in a color-coded visual manner alongside their selected [Reference Outline](#). Simply click the PowerView icon on the [toolbar](#) or select it from the Options Menu.



The *colors* you choose to indicate the various sections of your story correspond to both User and Reference Outline views, but the start points for each section of the Reference Outline is independent from the User Outline values. This means that while Act One is *orange* in both views, it may start at *Scene 2* and continue for *ten scenes* in the User Outline but start at *Scene 5* and continue for *eight scenes* in the Reference Outline. This is so you can gauge your structure against your reference structure.



You can *expand* and *collapse* the entire outline to reveal or hide the scene information by pressing the **Expand/Collapse** button or clicking the small + icon beside the Scene Title row you wish to view or hide.



You can select either to view the *User Outline* or *Reference Outline* via radio buttons, and you may also adjust the font and text size displayed.

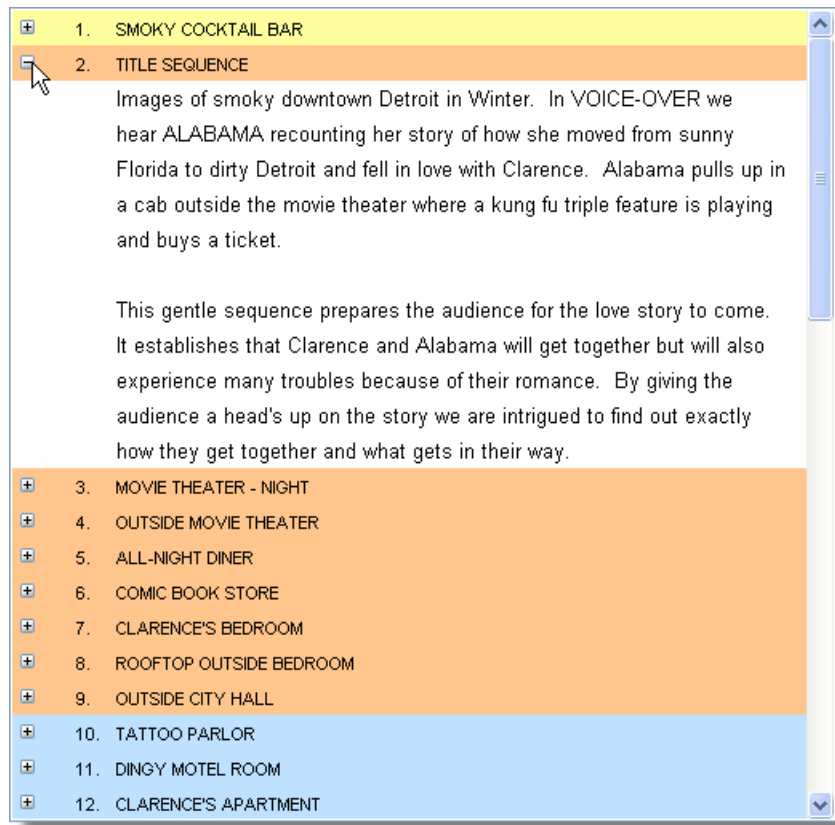
Clicking **Reset** will restore all structure colors, scene start points, font, text size and the window size to their default values.



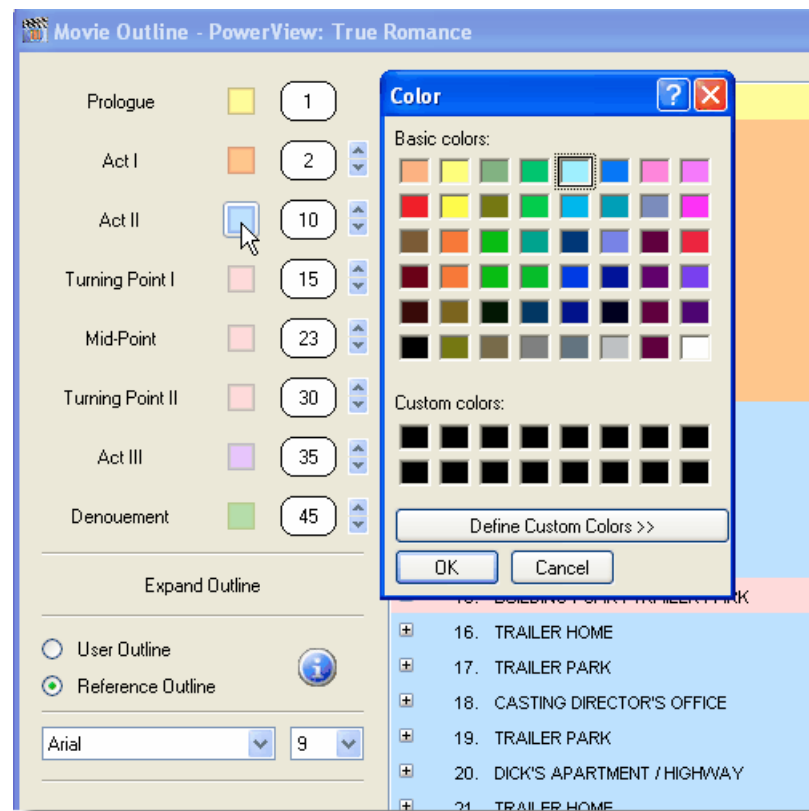
You may need to collapse and re-expand a scene after changing the font and text size if the changes initially obscure some of the text.

Collapsed Scenes:

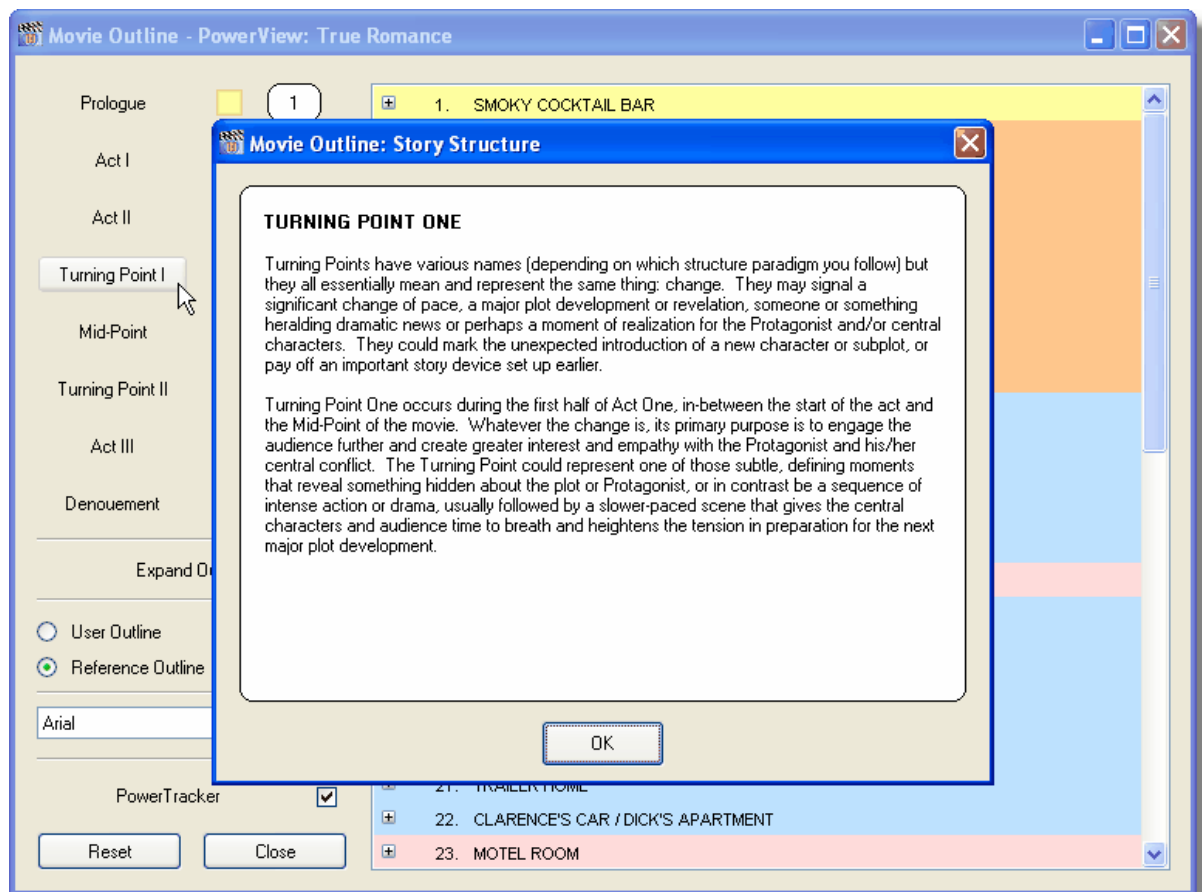
+ 1.	SMOKY COCKTAIL BAR
+ 2.	TITLE SEQUENCE
+ 3.	MOVIE THEATER - NIGHT
+ 4.	OUTSIDE MOVIE THEATER
+ 5.	ALL-NIGHT DINER
+ 6.	COMIC BOOK STORE
+ 7.	CLARENCE'S BEDROOM
+ 8.	ROOFTOP OUTSIDE BEDROOM
+ 9.	OUTSIDE CITY HALL
+ 10.	TATTOO PARLOR
+ 11.	DINGY MOTEL ROOM
+ 12.	CLARENCE'S APARTMENT
+ 13.	DREXL'S APARTMENT
+ 14.	CLARENCE'S APARTMENT
+ 15.	BUILDING / CAR / TRAILER PARK
+ 16.	TRAILER HOME
+ 17.	TRAILER PARK
+ 18.	CASTING DIRECTOR'S OFFICE
+ 19.	TRAILER PARK
+ 20.	DICK'S APARTMENT / HIGHWAY
+ 21.	TRAILER HOME
+ 22.	CLARENCE'S CAR / DICK'S APARTMENT
+ 23.	MOTEL ROOM

Expanded Scene:

You may change the *structure color* and *start points* by clicking on the corresponding color buttons and arrows. The colors will displayed for all outlines viewed in PowerView (unless you change them) but the structure start points you set for each scene will be saved with your current outline and reloaded into PowerView the next time you open the file, overriding the previous outline's scene start points.



You can view information for each *structure section* by clicking the corresponding button.

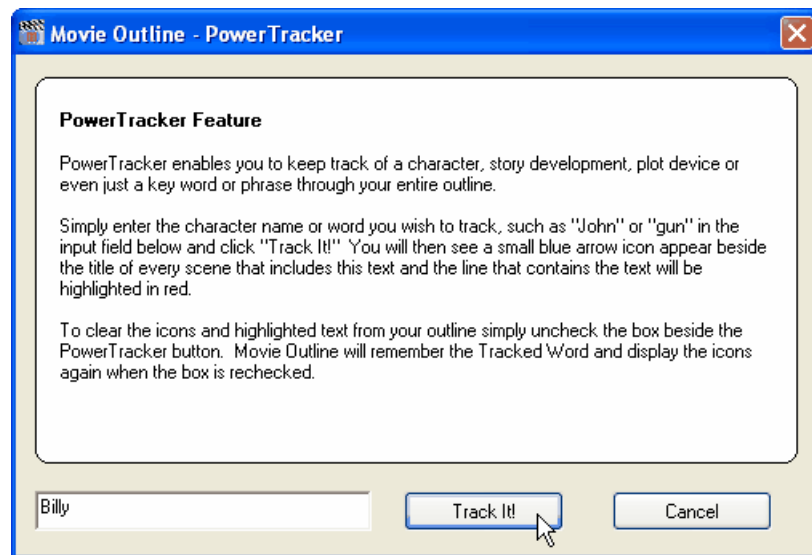
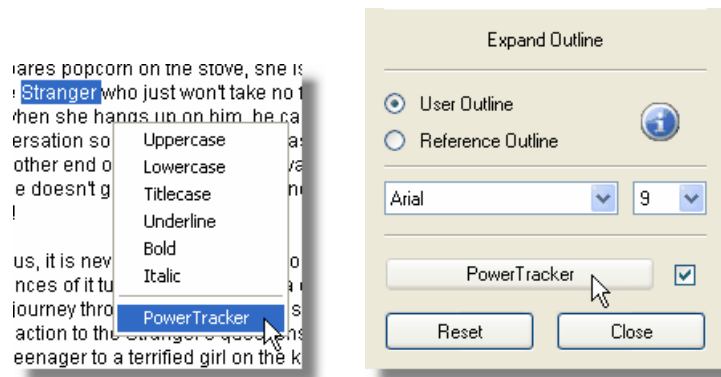


To edit your outline, *double-click* a scene and this will return you to the same point on the main outline screen. You may *right-click* the User Outline to display the corresponding scene in the currently loaded Reference Outline, and similarly, *double-click* a Reference Outline scene in order to see the corresponding scene in the User Outline.

9 PowerTracker

Track Characters, Plot Devices & Keywords

PowerTracker enables you to keep track of a character, story development, plot device or even just a key word or phrase through your entire outline and can be invoked either by *right-clicking* a selected word in your Title or Scene Field or by launching the *PowerTracker* window from within *PowerView*.



If you have launched *PowerTracker* via *right-clicking* a selected word then it will automatically search for every occurrence of this word through your entire outline and display the results in the *PowerView* window.

If you have launched PowerTracker from within PowerView then simply enter the character name or word you wish to track, such as **Billy** in the input field and click **Track It!** You will then see a small *blue arrow icon* appear beside the title of every scene that includes this text and the line that contains the text will be *highlighted* in red.

☒	1. COUNTRY HOME - NIGHT
☒	2. OUTSIDE HOUSE - INTERCUT
☒	3. SIDE OF HOUSE
☒	4. FRONT YARD / HOUSE
☒	5. GIRL'S BEDROOM - NIGHT
☒	6. HIGH SCHOOL - MORNING
☒	7. CLASSROOM
☒	8. PRINCIPAL'S OFFICE
☒	9. SCHOOL COURTYARD
☒	10. SIDNEY'S HOUSE - LATE AFTERNOON
☒	11. LIVING ROOM - EARLY EVENING
☒	12. LIVING ROOM - NIGHT
☒	13. SIDNEY'S BEDROOM
☒	14. OUTSIDE SIDNEY'S HOUSE
☒	15. POLICE STATION
☒	16. OUTSIDE POLICE STATION
☒	17. TATUM'S BEDROOM
☒	18. RILEY KITCHEN - MORNING
☒	19. STREET OUTSIDE SCHOOL
☒	20. SCHOOL CAMPUS
☒	21. PRINCIPAL'S OFFICE
☒	22. GIRL'S BATHROOM
☒	23. STREET OUTSIDE SCHOOL

☒	5. GIRL'S BEDROOM - NIGHT
☒	6. HIGH SCHOOL - MORNING
☒	7. CLASSROOM
☒	8. PRINCIPAL'S OFFICE
☒	9. SCHOOL COURTYARD
☒	10. SIDNEY'S HOUSE - LATE AFTERNOON
☒	11. LIVING ROOM - EARLY EVENING
☒	12. LIVING ROOM - NIGHT
☒	13. SIDNEY'S BEDROOM
☒	14. OUTSIDE SIDNEY'S HOUSE
☒	15. POLICE STATION
☒	16. OUTSIDE POLICE STATION
☒	17. TATUM'S BEDROOM
Sidney and Tatum are on the beds in their and Tatum is still going on about what hap gale, proud of her friend for her actions. D with some ice for Sidney's hand but unfort has no news to report on the whereabouts As Sidney and Tatum start to discuss the Billy is the killer, the telephone goes and T says it's for Sidney.	
Sidney takes the call in the hall but is sho	

To clear the icons and highlighted text from your outline simply *uncheck* the box beside the PowerTracker button. Movie Outline will remember the **Tracked Word** and display the icons again when the box is rechecked.

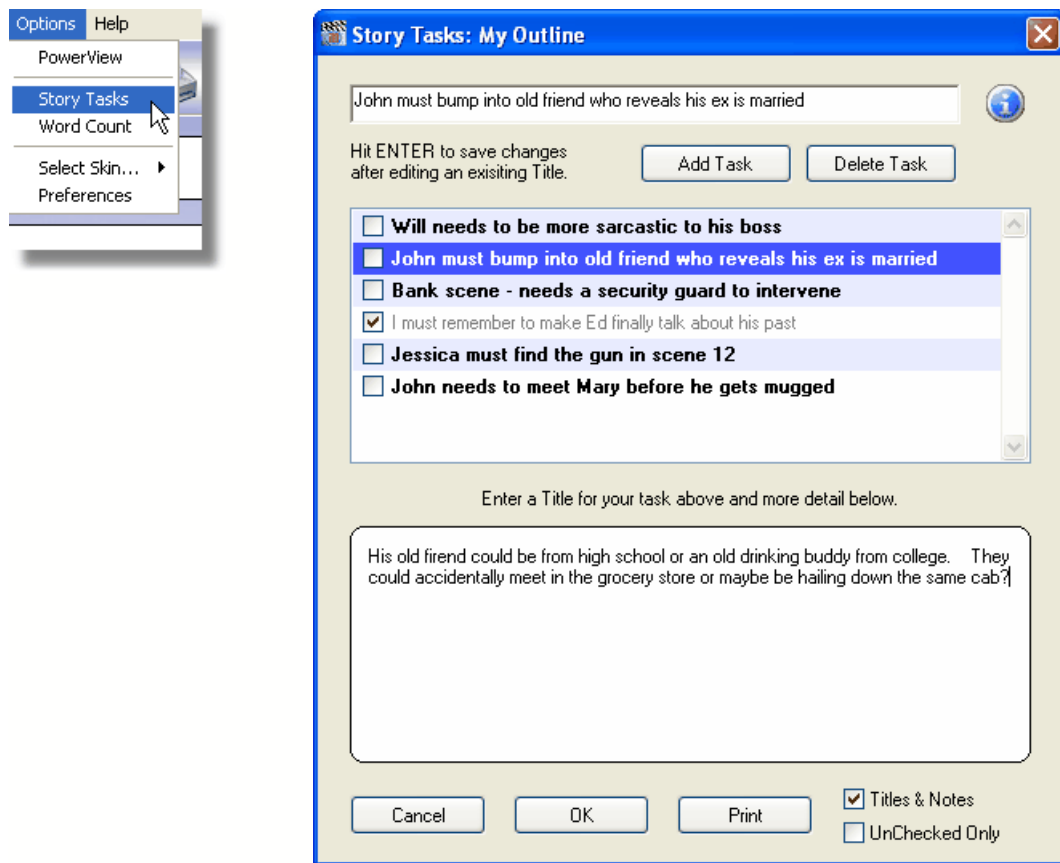
10 StoryTasks

Managing & Remembering Your Story Ideas

When writing a story, there are always bound to be ideas popping up along the way about characters and plot points, such as: *I must remember to make Jessica find the gun in scene 12* or *John should meet Mary before he gets mugged*.

You can't control when inspiration strikes and that's where *Story Tasks* come in!

To help you keep track of all those character arcs, plot devices and story objectives, simply select **Story Tasks** from the Options Menu and then add a new task to your list by entering the Title for your task in the upper input field and clicking **Add Task**. You will then see the Title appear in the listbox below it.



You can also enter **Notes** about the task in the larger input field below the list. All your task information is project specific and can be retrieved the next time you open your outline.

To rename the Title of a task, select the task from the list, change the text in the upper input field and hit **ENTER**. To rearrange the task order, simply select a row and drag it to its new position with the mouse.

You can *check/uncheck* or *delete* completed tasks and even print a task list by clicking **Print** in the Story Tasks window or selecting to print Story Tasks from the [Print Menu/Window](#).

You can choose to print a full list of Task Title and Notes, or just Task Titles by checking/unchecking the appropriate boxes. You can also select whether to print all of your listed tasks or just the unchecked (uncompleted) ones.

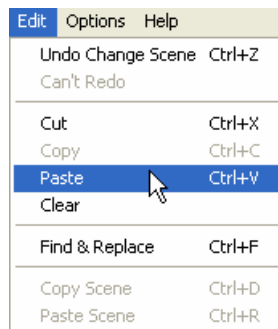
11 Scene Editing

Working with Scenes

There are few tools you will be using frequently throughout the creation of your Outline.

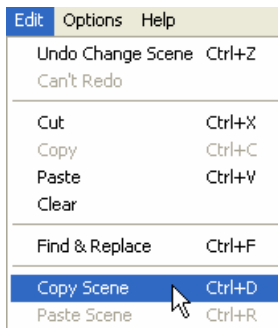
Cut, Copy & Paste

Simply click on the toolbar icons to handle selected text, or select these items from the Edit Menu.



Copy Scene: Ctrl + D

This facility comes in handy when you wish to copy an entire scene (Title Field and Scene Field) to the Notes Text Field or to another scene location. You can use the shortcut key combination shown above or select it from the Edit Menu.



Paste Scene: Ctrl + R

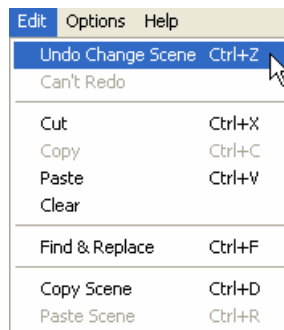
This facility is used in combination with Copy Scene in order to paste your entire scene (Title Field and Scene Field) to the Notes Field or to another scene location. You can use the shortcut key combination shown above or select it from the Edit Menu.

Drag & Drop

You can drag selected text from the *Scene Field* to the *Notes Field* and vice versa. Simply *left-click* over the selected text and drag it over to the other text field. This facility comes in handy if you wish to save a piece of scene information for later use but don't want to keep the entire scene.

Undo / Redo

This facility undos the last action, whether that be typing, text style change, adding/deleting scenes or changing which scene you are viewing in the Outline List.

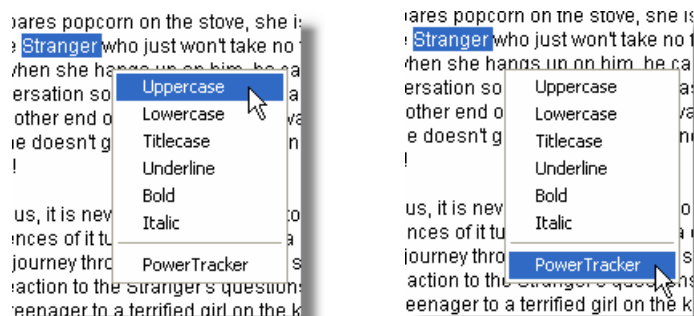


You have unlimited levels of undo and one level of Redo which redos the last undone action. To implement an undo/redo simply select it from the Edit Menu. Listed beside the Undo Menu Item is the action available for undo or redo.

The key combination of **Ctrl + Z** can be used as an Undo shortcut.

Contextual Menu

Double-clicking on a word will highlight it. You can then *right-click* over the Title Field or Scene Field to display a menu and select from the listed options to either change the style of your currently selected text or search for every occurrence of the word through your entire outline via the [PowerTracker](#) feature.

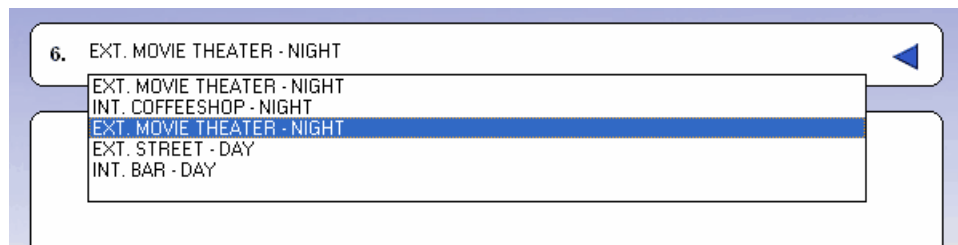


Auto-Complete Title Field

After creating your first scene you will notice a small blue arrow appear to the far right of the Title Field. This is the Auto-Complete Title/Location List.



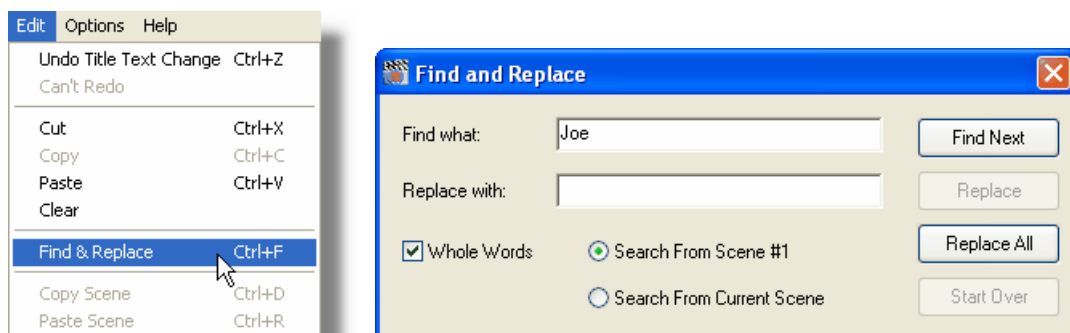
Clicking this arrow reveals a drop-down menu with a list of Titles you have previously entered. If you select one of these titles from the menu it will then appear in your Title Field.



This comes in handy if you repeatedly use the same locations since it saves you time entering the information again and again. It is also useful to see how you have introduced a previous scene in order for you to apply the same kind of introduction to your current scene.

Find & Replace

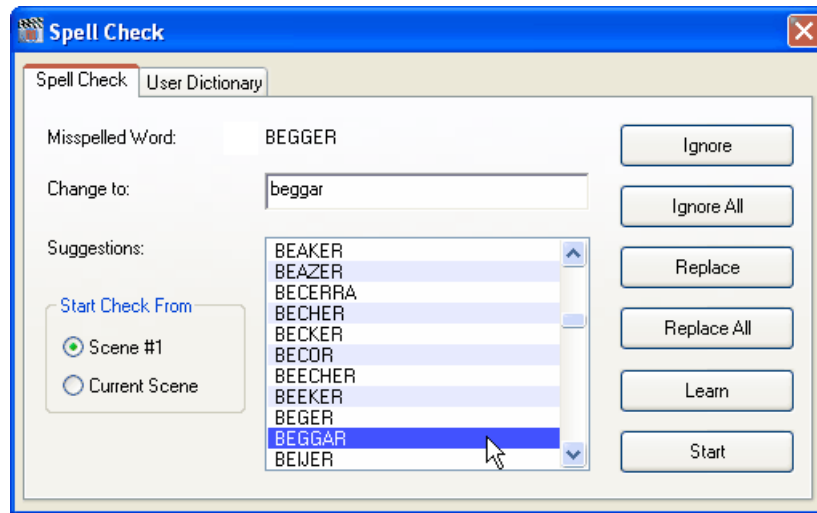
This facility is useful when you realize you have made the same spelling mistake a number of times throughout your Outline and want to correct the error, or if you wish to change the name of a character or location wherever it appears in your current Outline.



You can also search for short phrases.

Spell Check

This facility enables you to check your spelling either from the current scene, from the start of your outline or to check selected text. If a misspelled word is found that word is highlighted and a number of suggestions are listed as an alternative.



You can either click on one of these suggestions and then click:

Ignore

to ignore the highlighted word and continue the spell check.

Ignore All

to ignore every occurrence of the highlighted word and continue the spell check.

Replace

to correct the highlighted word with the suggestion or your own choice of replacement and continue the spell check.

Replace All

to correct the misspelling/highlighted word wherever it occurs in your Outline and continue the spell check.

Learn

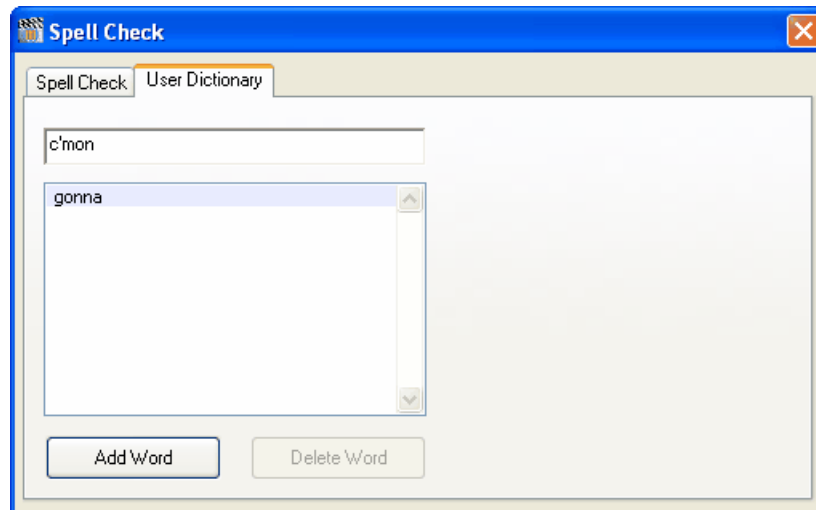
to add the highlighted word to your User Dictionary, ignore every occurrence of the word and continue the spell check.



Although suggestions are provided to correct the suspected spelling mistake, you do not have to utilize the suggestion but instead enter your own replacement in the *Change to:* input field.

User Dictionary

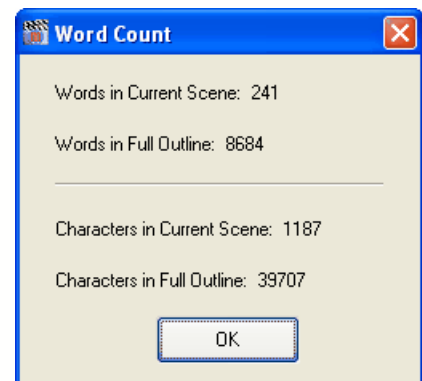
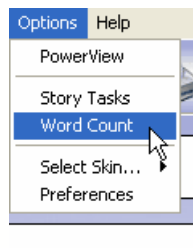
Click this tab in the Spell Check window and you will see an input field, a listbox and two buttons: **Add Word** and **Delete Word**.



If you have not previously added any words through using the **Learn** option during the spell check process then the listbox will initially be empty. To add words of your own, for instance, the name of a character or a slang word you often use, simply enter that word in the top input field and then click **Add Word**. You will see it appear in the listbox and from then on that word will be ignored during spell checking. To delete a word in the listbox simply select the desired word/row and click **Delete Word**.

Word Count

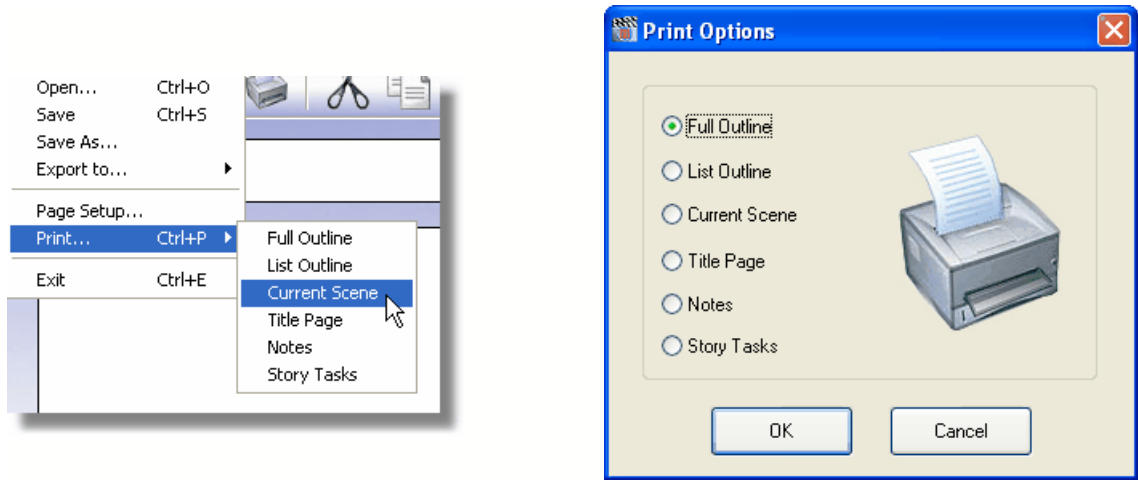
Select this from the **Options Menu** to check the number of words and characters in the current scene and full outline or in a selected portion of text.



12 Printing Outlines

Printing Options

Clicking the [Print Icon](#), selecting Print and its various sub menus from the File Menu, or by using the shortcut key combination of **Ctrl + P** will give you various options to output your Outline.



Full Outline

This option prints your full outline including both Title Field and Scene Field, Notes Field (if Suppress Printout checkbox is not checked) and Title Page or Title Header (depending on your chosen Print Options in the [Project Info Panel](#)). If you have selected Don't Print on the Project Info Panel then none of this Project Information will be printed.

List Outline

This option prints your full outline using only the Title Field and Title Header (depending on your chosen Print Options in the [Project Info Panel](#)). If you have selected Don't Print on the Project Info Panel then none of this Project Information will be printed.

Current Scene

This option prints the current scene.

Title Page

This option prints the Title Page, providing you have entered this information in the [Project Info Panel](#).

Notes

This option prints your Notes, providing you have any and the *Suppress Printout* checkbox is not checked.

Story Tasks

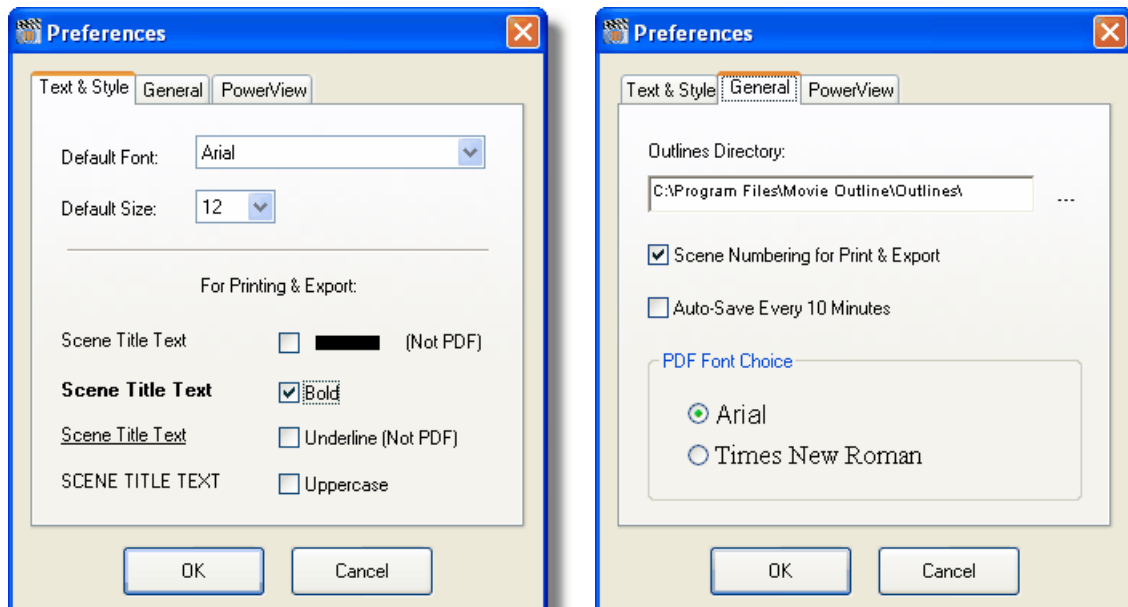
This option prints your current outline's Story Tasks, providing you have any. You can choose to print a full list of Task Title and Notes, or just Task Titles via the [Story Tasks](#) window. There you will also be able to select whether to print all of your listed tasks or just the unchecked (uncompleted) ones.



*You may press **Esc** during printing to cancel the process.*

Printing Preferences

You may select various options to control the look of your Title Field when printing that overrides your current text style options for that field. You can also decide to turn **Scene Numbering** on and off.

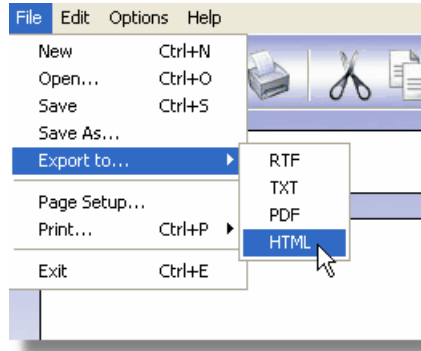


See the [Preferences](#) help page for more details.

13 Exporting Outlines

Exporting Options

By selecting Export and its sub menus from the File Menu you have three options:



Export to TXT

This option exports your full outline (with Title Header if this radiobox has been checked in the [Project Info Panel](#)) to the *Plain Text Format* and saves a file with the filename extension (.txt), which can then be opened and edited in various other word processor applications such as Microsoft Word.

This format does not support *styled text* and *layout* that Movie Outline offers.

Export to RTF

This option exports your full outline (with Title Header if this radiobox has been checked in the [Project Info Panel](#)) to the *Rich Text Format*, and saves a file with the filename extension (.rtf), which can then be opened and edited in various other word processor applications such as Microsoft Word.

This format supports the *styled text* and *layout* that Movie Outline offers.

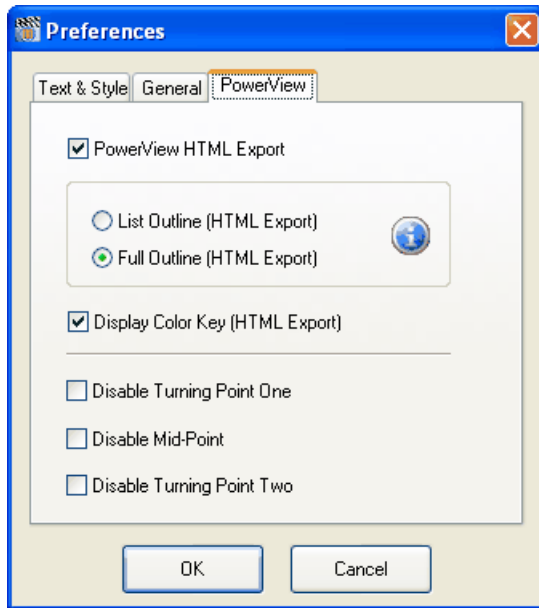
Export to PDF

This option exports your full outline (with or without a Title Page/Title Header, depending on your radiobox selection in the [Project Info Panel](#)) to the *Portable Document Format*, and saves a file with the filename extension (.pdf), which can then be opened for viewing by Adobe Acrobat Reader.

This export option supports *layout* but it does not support the *styled text* that Movie Outline offers. However you do have the option of two font styles and changing the look of the Title Fields. See [Exporting Preferences](#) below for more details.

Export to HTML

This option exports your outline (without Title Page) to the *HTML Format* which is a web document with the filename extension (.html) and can be opened for viewing by a browser such as Internet Explorer or Netscape.



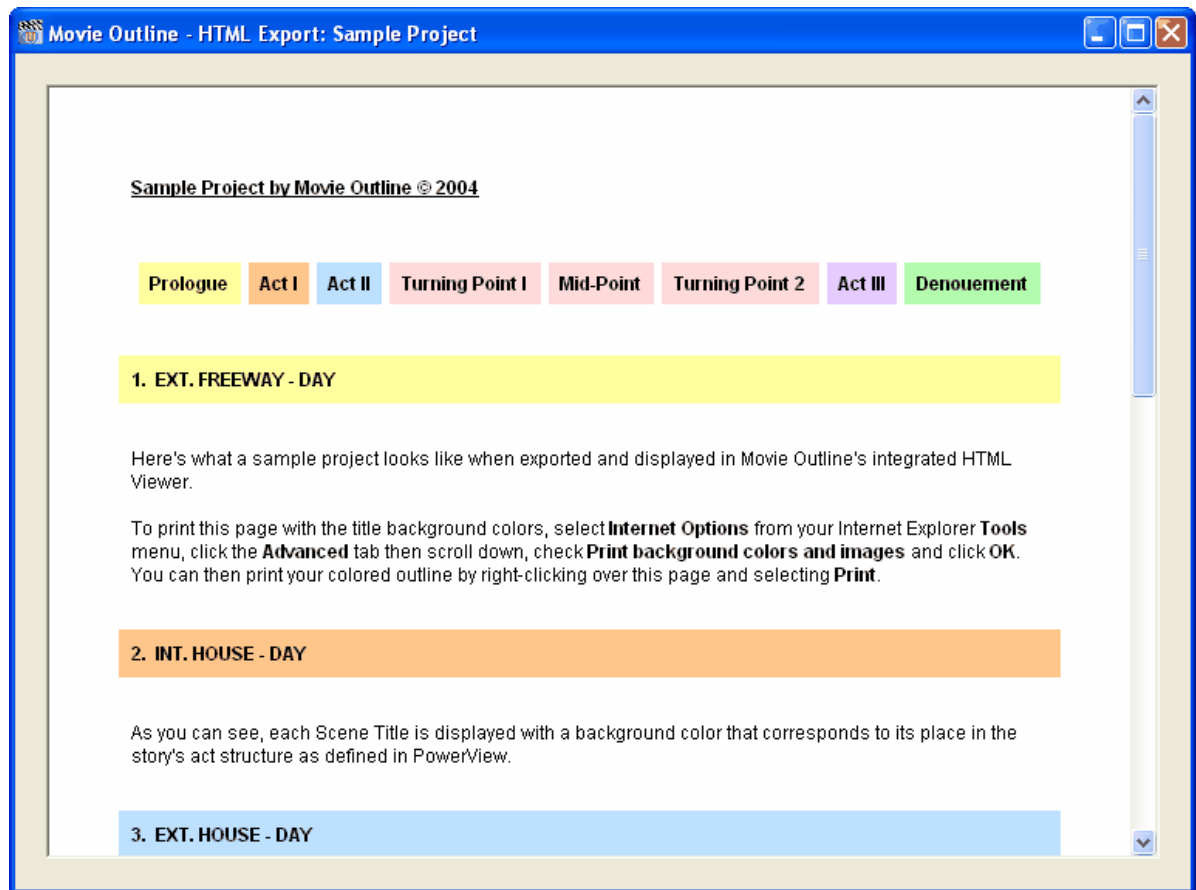
You can choose to export either your full outline (Titles and Scenes) or a list outline (just Scene Titles) as a standard export using the [Exporting Preferences](#) you have chosen, or as a PowerView export, which overrides the normal preference values with the current [PowerView](#) structure colors.

The font and text size will be the same as your current selections in the main screen for all HTML exports, but if PowerView is enabled the Title for each scene will automatically be *bold* and in *black*.

Uppercase, *Underline* and *Scene Numbering* on or off still applies to PowerView HTML Export but this format does not support *styled text*.

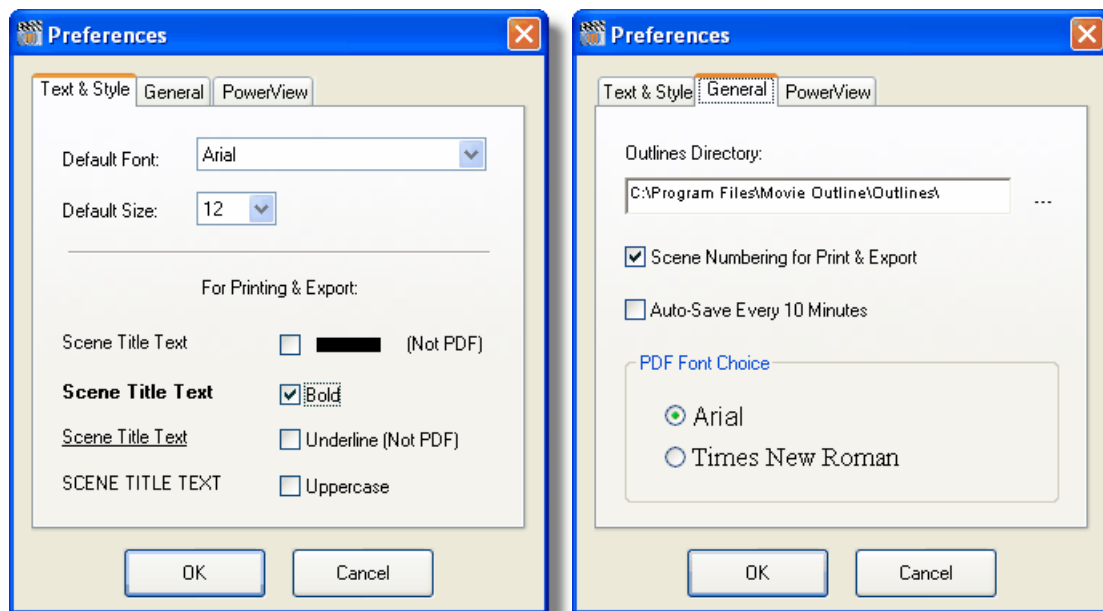
If PowerView Export is enabled, you will also have the option of displaying a **structure color key** at the top of your document, below the Title Header. If *Turning Point I*, the *Mid-Point* and/or *Turning Point II* is disabled, then they will not appear in your key and the background to their corresponding Scene Titles will appear in the same color as *Act Two*.

Once your file has been exported, Movie Outline's **Integrated HTML Viewer** will appear in a new window displaying your exported file.



Exporting Preferences

You may select various options to control the look of your Title Field when exporting to RTF, PDF and HTML that overrides your current text style options for that field. You can also decide to turn Scene Numbering on and off.

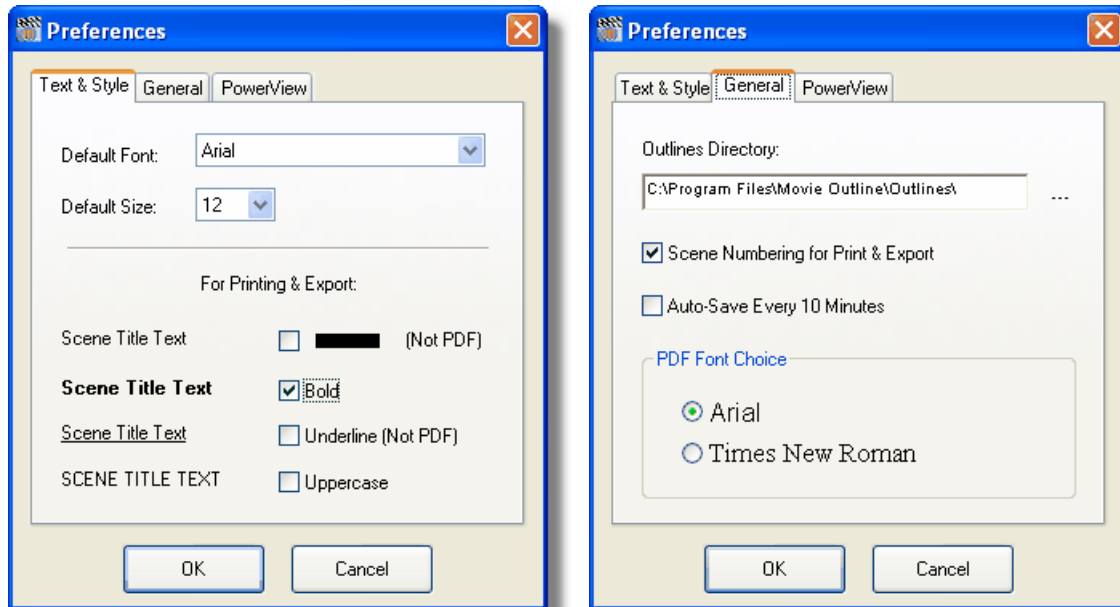


See the [Preferences](#) help page for more details.

14 Preferences

Printing, Exporting & Other Options

By selecting Preferences from the Options Menu you are presented with two tabs:



Text & Style

Here you can select the *Default Font* and *Default Size* you would like the text of your New Outlines to appear in. If you change this, each time you create a New Outline the font and size you choose here will apply.

Below this you are offered various options for the appearance of Title Field text that overrides your current text style when [Printing](#) and [Exporting](#).

It does NOT permanently change your current text style but does come in handy if at the time of printing or export you decide you wish all of your Titles to be underlined, in bold, upper case or in a different color from the rest of your Outline text.

General

Outlines Directory

This is the folder in which you wish to save your Outlines.

By default it is set to the "Outlines" Folder of the Application directory, but you can change this to a different location by clicking the (...)Browse button and selecting another folder.

Scene Numbering for Printing & Export

This applies Scene Numbering to your Outline and can be turned on or off.

This facility is useful if you wish to export or print your file in the *Treatment* format for distribution which doesn't normally require scene numbering. By default this is set to on.

Auto-Save Every Ten Minutes

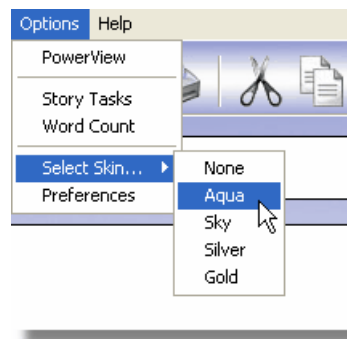
This facility is useful if there is an unexpected power failure and Movie Outline is exited without saving your Outline. By default this is set to on.

PDF Font Choice

Here you have the choice of two fonts for Exporting your Outline to PDF: *Arial* and *Times New Roman*.

Select Skin

By choosing *Select Skin* from the Options Menu you are offered the choice of five sub menus: None, Aqua, Sky, Silver and Gold.



These provide you with a different background for your main window and the choice you make here is remembered for the next time Movie Outline is loaded.

Tip of the Day

The first time you add a new scene in a new session of Movie Outline, a popup window will display a handy tip for using the key features of Movie Outline or offer some advice for creating your Outline.



You can view the tip file independently by selecting *Tip of the Day* from the Help Menu and then clicking the *Next Tip* button to scroll through each tip.

If you do not wish to display this window automatically then uncheck the checkbox which is set to on by default.

15 Product Activation

Activating your Software

Before you can make full use of Movie Outline's powerful features you will need to **ACTIVATE** your software. This will remove the Demo restrictions.

Demo Restrictions:

Exporting

Printing

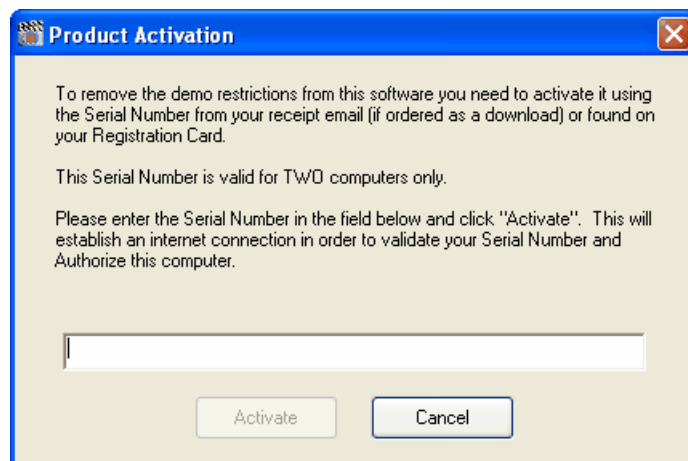
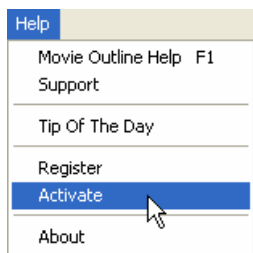
Creating more than 15 Scenes

Opening Outlines with more than 15 Scenes

Viewing more than one Reference Outline

How to Activate Movie Outline

To **ACTIVATE** your computer, select **Activate** from the Help Menu, then enter the **Serial Number** found on your Registration Card or purchase confirmation email in the window's input field and click **Activate**:



If you are not already online then you will be prompted to dial-up to establish an internet connection in order to validate your Serial Number and Activate the computer you are connecting from. If you do not have an internet connection then you will need to [Manually Activate](#) your software using web access from another machine.

If the Serial Number is valid and you have not exceeded your [Activation Limit](#) then your Demo software will automatically be upgraded to the Full Version, removing all of the Demo restrictions.

Activation Limit

In the interest of preventing Software Piracy, Movie Outline have deemed it necessary to restrict the number of computers allowed to use a single purchased Full Version of Movie Outline at any one time.

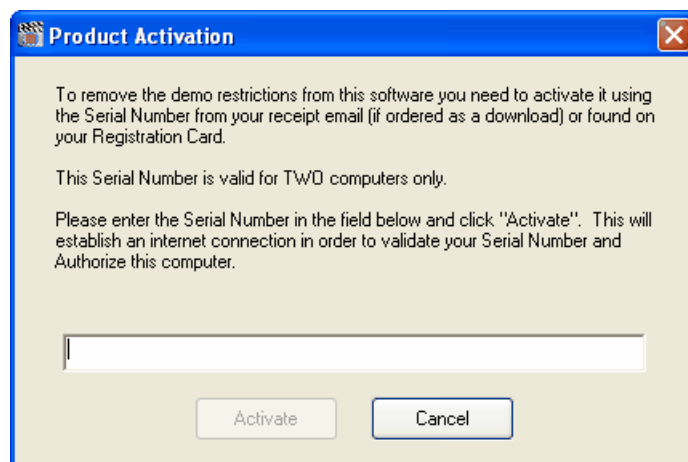
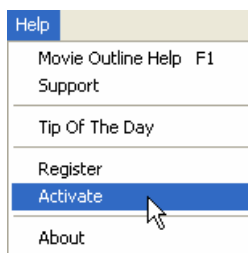
In simple terms, this means that if you buy a Full Version License of Movie Outline, you can only Activate this Software on TWO computers. Say your desktop and your notebook.

The SERIAL NUMBER you receive is valid for any computer you wish to Activate your Software on but if you try to Activate a third computer after two have already been Activated then you will be told that this **"Activation has Failed"** due to you having already reached your **Activation Limit**.

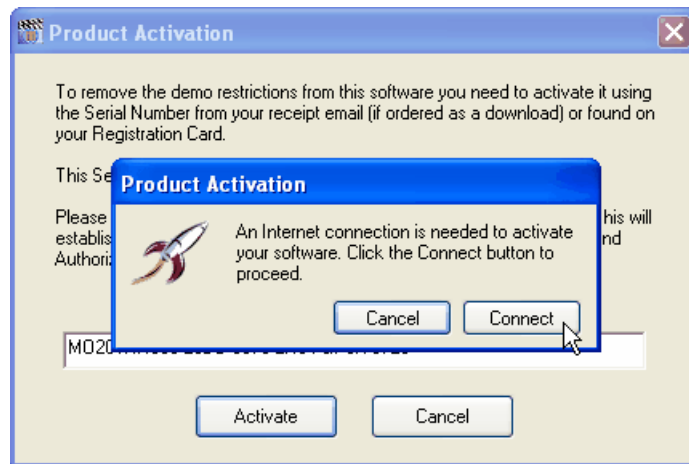
Manual Activation

If you do not have an internet connection or are unable to connect to the net then you will need to manually activate your product by following the steps below:

1. Select **Activate** from the Help Menu, enter the **Serial Number** found on your Registration Card or purchase confirmation email in the window's input field and click **Activate**.



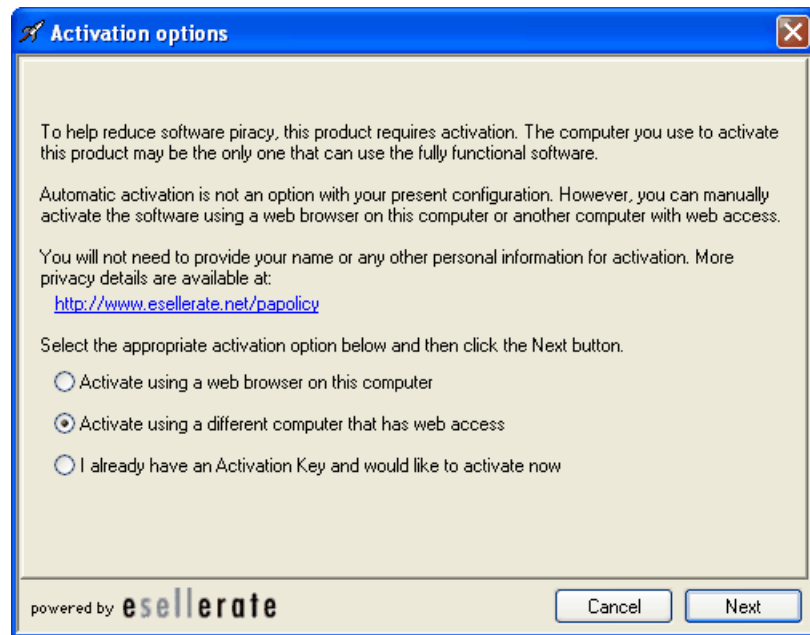
- When prompted to connect to the internet, click **Connect**.



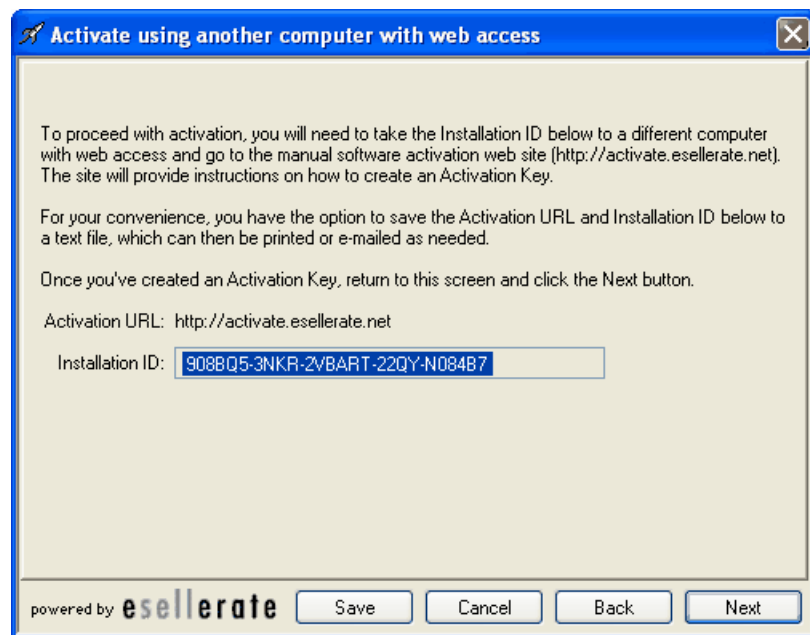
- The following window will then display explaining that the software was unable to connect to our servers. Click either **Cancel** or **Continue**.



4. You will then be prompted with the **Activation Options** Window:



5. If you cannot connect to the internet on the computer you are using then select: "**Activate using a different computer that has web access**". You will then be prompted with the screen below and given an INSTALLATION ID which is unique to your computer.



6. You must then visit <http://activate.esellerate.net>, enter this ID in the field and click **Submit**.

In response, you will be given an ACTIVATION KEY which you must copy and paste (or email to yourself) and then input in the following screen and click **Activate**:

Enter Activation Key

Enter your Activation Key in the fields below, using the Tab key to advance through the fields.

If you've copied the Activation Key to the Clipboard, you may paste the entire key in at once (using Ctrl+V).

When you're finished, click the Activate button.

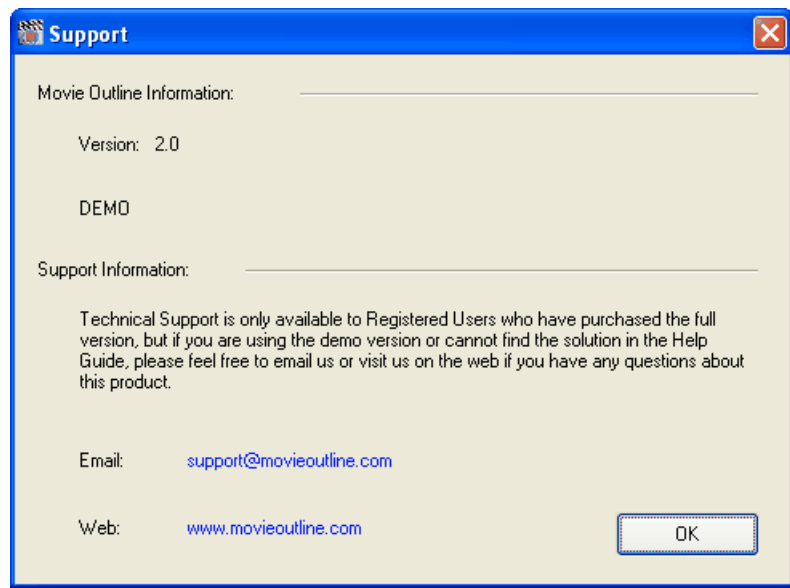
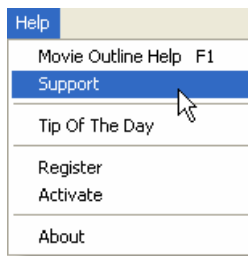
Activation Key: A B C D E
F G H I J

powered by esellerate Save Cancel Back Activate

If the activation process is successful your software's Demo restrictions will automatically be removed. However, if you have any trouble with the activation process and have [registered](#) your copy of Movie Outline, then please feel free to contact us for assistance by either visiting <http://www.movieoutline.com/support.html> or emailing us at support@movieoutline.com.

Lost Serial Number

If you have lost your Registration Card or purchase confirmation email (if ordered online as a download) and have not yet activated your software then you will need to contact the retailer from which you purchased Movie Outline. If you have already activated your software then your Serial Number will be displayed in place of the word **DEMO** in the *About* window and *Support* window which can be accessed via the Help Menu.

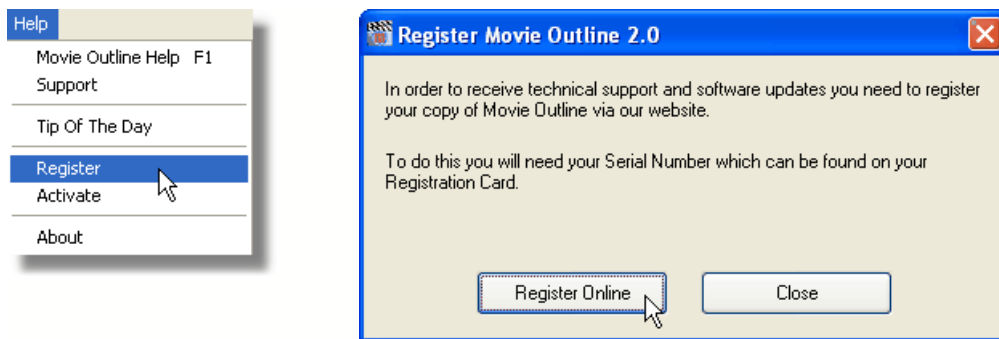


16 Registration

Register your Software

In order to receive technical support, software updates, special offers, notification of new Reference Plugin releases and to be kept informed of any important Movie Outline news and developments, you will need to register your software.

Simply select **Register** from the Help Menu and click **Register Online** or visit <http://www.movieoutline.com/register.html>.



There you will need to complete a simple form and input your product **Serial Number** which can be found on your Registration Card or purchase confirmation email. Rest assured that any information you supply to us is strictly confidential and will not be shared with any third party.

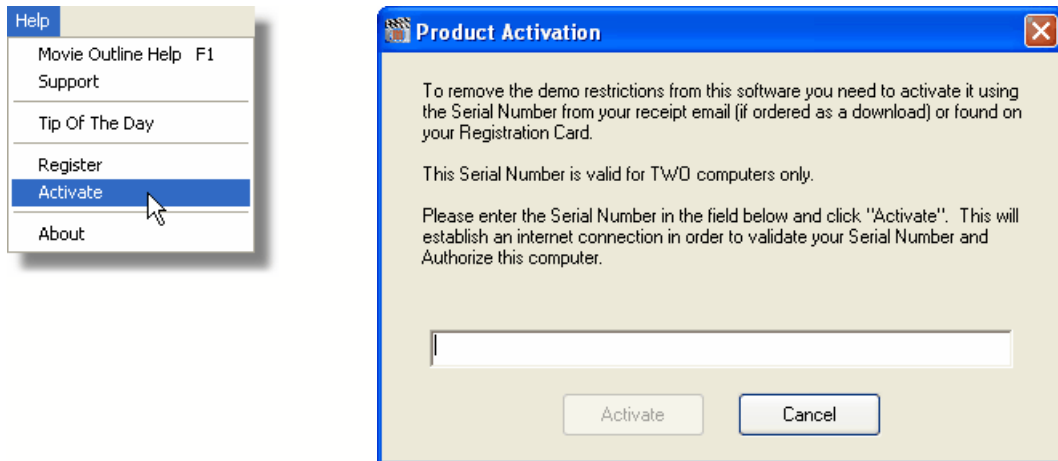
17 Reinstalling

Reinstalling and Re-Activating

If you wish to reinstall Movie Outline after uninstalling it and your software was already activated then it will remain activated upon reinstallation. If however you uninstall Movie Outline and remove key files from your hard drive or wipe your hard drive, then you will have to activate the software and computer once again in order to remove the restricted features of the Demo Version.

Activation Process

To ACTIVATE your computer, select **Activate** from the Help Menu, then enter the **Serial Number** found on your Registration Card or purchase confirmation email in the window's input field and click **Activate**:



If you are not already online then you will be prompted to dial-up to establish an internet connection in order to validate your Serial Number and Activate the computer you are connecting from. If you do not have an internet connection then you will need to [Manually Activate](#) your software using web access from another machine.

If the Serial Number is valid and you have not exceeded your [Activation Limit](#) then your Demo software will automatically be upgraded to the Full Version, removing all of the Demo restrictions.

You are able to Re-Activate a previously Activated computer as many times as you wish, so repeated uninstalling is not an issue.

Activation Limit

In the interest of preventing Software Piracy, Movie Outline have deemed it necessary to restrict the number of computers allowed to use a single purchased Full Version of Movie Outline at any one time.

In simple terms, this means that if you buy a Full Version License of Movie Outline, you can only Activate this Software on two computers. Say your desktop and your notebook.

The SERIAL NUMBER you receive is valid for any computer you wish to Activate your Software on but if you try to Activate a third computer after two have already been Activated then you will be told that this **"Activation has Failed"** due to you having already reached your **Activation Limit**.

18 System Requirements

Microsoft Windows® 98/Me/NT/2000/XP operating system.

25 MB of free hard disk space.

200 MHz CPU or higher.

Intel Pentium/Celeron Compatible Processor

64 MB of RAM.

1024x768 or higher monitor resolution.

19 License Agreement

Movie Outline 2.0 End-User Software License Agreement & Warranty Statement

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not alter, delete, or add any files in the distribution archive. (ii) The distribution does not include registration/activation information. In particular, you may not distribute a registered/activated version of the Software.

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